[illegible]

This letter accompanies a report of the action of the seven Woman's Boards on the matters sent down from the Conference held in Chicago, November 1915. You will recall that actions taken there were in the form of recommendations to the Boards and could become of effect only after unamimous action by the Boards. You will further recall that the two Chairmen of the Conference were made a Committee to receive the actions of the Boards and to codify such.

When the report came back to the Committee they found themselves embarrassed as to the proper proceedure. Where one or more Boards voted in the negative on any recommendation the course was simple, as such action nullified the recommendation. When, however, there was a change of phraseology proposed by one board, or an amendment made that did not destroy the motion, or whenthe thought, rather than the exact phraseology, should be conveyed to the constituency, there seemed a question whether such actions should not be considered as having been ratified. This has been the position taken by the Committee on some matters and this is so noted in the accompanying Minutes.

In order that there may be no misunderstanding the Committee has adopted the following system of checking up:

First - Noted that the original Minutes were prepared concerning the six Woman's Boards of Foreign Missions. The actions of the Woman's Home Board have been added in the left margin in red that they may be easily differentiated from those of the Foreign Boards. This simply for quick reference.

In the right margin there will be found checks, as follows:-

1. Blue V B means - Passed. Concerns Boards only.
2. " V B S " " " Organization and should be sent out in instructions.
3. " V and Red V both means - Passed with slight changes. Committee rules they can become operative unless immediate objection from some Board.
4. Red V means - Failed to Pass.

The Committee offers a few explanations of the enclosed Minutes as follows:

Page 1. 6- Committee felt that as this is only a recommendation to the organization and is in line with method approved in all Synodical and Presbyterial Societies, it should be considered as of effect.

#10 Clearly lost by vote of North West Board.

p. 2 #11 Insertion seems to strengthen intention of motion so Committee considers as accepted.

Page 2-#13 Change in placing responsibility is vital and Committee considers this nullified action.

#14 - Merely change in conformity with other actions recorded elsewhere.

#15 - Lost.

Page 3 -16 As this must be sent out exactly as worded, there must be absolute agreement before becoming of effect. passed later

Page 5 Change in number of classes necessary nullifies this as there must be a definite standard.

Page 6 #5 Seems to result in same line of effort, therefore approved by Committee:

#6 However, suggests different instructions to be send out and unless agreement is more definite further conference on this is needed.

Page 8 - #1 some changes were agreed upon and this seems in line therewith.

#2 Fails to pass as action destroyed by New York.

#3 " " " " Woman's Board of H.M. voted against.

#7 Seems no reason why as this is not vital, other Boards should not have joint programs. Committee so decided.

Page 9- #12 To become a matter for conference among Boards.

Page 11- #3 New York not voting must be considered in the affirmative.

" 12 #6 Ditto above.

Page 13 #1 Change in wording- becomes of effect.

#2 Lost.

#3 Lost as W.B.H.M. is already using this basis having passed it last May there is an embarrassment here. Must be held as not being an agreed upon basis.

#4 As there are still two books of prayer assume all agree to change as suggested in No. 6 and will send out Standard so changed. Also in No. 4 the change of "Presbytery" to "Presbyterial Society". Therefore considerethis as of effect.

Page 14 Both standards lost and must wait further discussion.

Page 16 #8 Feel that there never could be a time when anything

ACTIONS BY THE WOMAN'S BOARDS OF FOREIGN MISSIONS ON RECOMMENDATIONS FROM THE JOINT CONFERENCE.

....

Young People's Work.

Ratified by all. Ratified by W's.B'd. of H.M.	1.	Recommend that the Westminster Guild Council meeting called for January 1916 be postponed until further notice, and that pending a possible new method of administration the Council with present officers and policies hold over until further action has been taken.	V B
Ratified by all. W.B.H.M.	2.	Recommend that joint Presbyterial W.G. Secs. be appointed as rapidly as possible.	VS
Ratified by all. W.B.H.M.	3.	Recommend that where there are separate societies, the nominating committee of each shall confer with the other before bringing in the name of a Presby. W.G. Secretary.	VS
Ratified by all. W.B.H.M.	4.	Recommend that the closing date of the fiscal year of W.G. be made uniform with that of the Presbyterial Society.	VS
Ratified by all. W.B.H.M.	5.	Recommend that the expense of organization blanks and literature shall be equally divided between the Woman's Board of Home Missions and the Woman's Boards of Foreign Missions.	V B
Ratified by all except New York. W.B.H.M.	6.	Recommend that the expense of stationery, stamps and tours shall be borne by Synodical and Presbyterial Socs. New York, "feels that it has no authority to act."	O.K. VVS
Ratified by all. W.B.H.M.	7.	Recommend that the name of Secretary be not printed on W.G. Stationery. Whenever necessary to use name of Sec. she shall be designated as W.G. Sec. for Home Missions or for Foreign Missions. No joint literature shall bear imprint of any one Board.	V B
Ratified by all. W.B.H.M.	8.	Recommend that we continue a separate blue enrollment card for W.G.	VS
Ratified by all. W.B.H.M.	9.	Recommend that we continue the use of the local blue W.G. report blanks to be filled out by the local Chapter or Circle and returned to the Presbyterial or Synodical W.G. Sec., and by her to the Home and Foreign Boards.	VS
Ratified by all except Northwest. W.B.H.M.	10.	Recommend that the suggested age of admission to W.G. Chapters shall be from 18 to 30 years, and that the term of membership shall not exceed ten years. Northwest, "This ruling will create new difficulties rather than obviate those already existing."	strongly recommend V

Ratified by all. New York adds "Paid" after "pledged" W.B.H.M.

11. Recommend that W.G. Chapters and Circles be allowed to give as an "extra" to the work for Freedmen, provided it is understood that such gift is optional and not required of any Chapter or Circle. The largest support should always be given to the work assigned by the Woman's Boards of Home and Foreign Missions. No Chapter or Circle should assume any "extra" until the shares in regular work have been pledged. V S

Ratified by all. W.B.H.M.

12. Recommend for Synodical and Presbyterial Socs. that Secs. for Children's work shall include "Little Light Bearers" Light Bearers" "Junior C.E." and all other organizations up to fourteen years of age outside of the Sunday School. Recommend the appointment in each Synodical and Presbyterial Society of a Sec. of Secs. for the Young People's Societies and the Westminster Guild. Where but one organization is reported, the Sec. shall be known as the Sec. for Young People's work. Where other Secretaries are necessary, they shall bear the name of the organization they represent. VS

Ratified by all except New York. Note suggested change. W.B.H.M. Inserts "Mission" before "Band" whenever used.

13. Recommend in accordance with the deliverance of General Assembly on cultivation of the Sunday School as a responsibility of the general Boards of Home and Foreign Missions, all gifts from the Sunday Schools should go to the Treasurers of these Boards. Hence, if any Band is organized in the Sunday School and holds no meetings except as a Sunday School Class, it is auxiliary to the General Boards. When a Band is organized in the Sunday School composed of one class or the members from different classes, and holds meetings outside of the Sunday School session, it is auxiliary to the Woman's Boards. The responsibility rests upon the Synodical and Presbyterial officers to carry out this policy in loyalty to our General Assembly. New York says, "When a Band is organized in the Sunday School composed either of members of a class or of members from different classes and holds regular Missionary meetings at which Missionary offerings are received, outside the Sunday School, Session, it is auxiliary to the Woman's Boards. The responsibility for carrying out this policy V

3. **Young People's Work.** **Continued.**

in loyalty to our General Assembly rests on the officers and members of the Woman's Boards of Home and Foreign Missions."

Ratified by all except New York. Note change. W.B.H.M.

14. Recommend that we have a uniform pledge blank for Young People's Societies, and that the Home and Foreign blanks be sent at the same time. VWB
New York says, "That we have a pledge blank as nearly uniform as possible."

* Insert

Amended by all Boards, except Northwest. W.B.H.M. also amends as noted.

15. Recommend that our Field Student Secretaries do not engage in Evangelistic Campaigns. Phila, New York, Southwest, Occidental and North Pacific amend to read, "Except when the Joint Com on Student Work is unanimously in favor of it." Northwest ratifies original recommendation. V

Ratified by all, with changes suggested by Phila. and New York. W.B.H.M.

16. Recommend the following annual standard of excellence for Young People's organizations of the Presbyterian Church.

Passed

1. Increase in membership.
2. Systematic study of one or more Mission Study text books.
3. At least ten meetings of Missionary interest
4. Increase in gifts to Missions. All such gifts to be sent to Presbyterial Treasurer.
5. All apportionments and pledges paid in full before March 10th.
6. All communications from Synodical and Presbyterial Secretaries answered promptly.
7. At least one delegate sent to Presbyterial or Synodical meeting or a Summer Conference.
8. One popular meeting at which Missions shall be presented by special programs, by pageant or play, or by a speaker.
9. Presentation to the societies of all information received in regard to the assigned work and of messages from missionaries and stations.
10. Prayer at each meeting for the missionaries and Stations assigned to the society.

Phila. says, "in No.5, the date should be changed to March 5th."
New York drops the last sentence of No. 4 and adds to No. 5, "to the Presbyterial Treasurer."

4

Ratified by all.
W.B.H.M.

17. Recommend that Student Secs. (Field) send annually to the Student Secretary of her Foreign Board and the Student representative of Home Board in her district, lists of Alumnae in her territory, with notes on their qualifications and abilities. The Board of Student Sec. should communicate with these young women either directly or through any of the Young People's Secs. of her Board, explaining Board Methods and presenting plans of service and introducing them to their Pres. officers, - that the Student Field Sec. in writing to the Alumnae introduce them to their Boards, Home and Foreign.

Recommend that if at the end of six months the Student Sec. of any Board fails to do the work committed to her, the joint com. on Student Work shall communicate with those on the Alumnae list, provide previous notice has been sent to the Board.

Recomment that the Board Student Sec. make quarterly reports to the Joint Com. and that she also notify the Com. when she has succeeded in placing the girl.

VB

Ratified by all.
W.B.H.M. voted "Continuance of policy already in existence."

18. Recommended that the Woman's Boards of Home and Foreign Missions formally express their desire to co-operate with the Dept. of Y. P. Work and the Board of Publication & Sabbath School Work whereever the missionary education and training of Young People are concerned. Since the Summer Conferences for Presb. Young People conducted by this department, offer the Woman's Boards excellent opportunity for carrying on this work, we recommend that they co-operate with the depart ment in the following particulars:

(1) In forming the programs.

(2) In the choice of leaders for classes in mission study and in missionary methods.

(3) In advertising the conferences.

VB

EDUCATIONAL.

Ratified by all. Note changes suggested by New York W.B.H.M.

1. Recommend that the following standard submitted by Mrs. Noble King be accepted.
Standard for Missionary Education in the Woman's Boards of Missions of The Presbyterial Church.
The scope of missionary education in a local church embraces all methods now in general use, the Mission Study Class, the Lecture Course, The Program Meeting, the Reading Circle, the use of Missionary Libraries, Magazines, Charts and Pictures, the missionary address and missionary demonstrations. It should also include a graded system of Missionary education for the young people, the promotion of giving and the development a and use of service.

1. The study Class. A small group of persons who meet frequently, preferable once a week, for the systematic study under a leader of some one of the mission fields or problems. The course should include from four to ten sessions. For the best work the class should number from ten to twenty members. Its method is not the lecture or program method, but informal discussion. Each member owns a textbook, prepares an assigned lesson, and quite freely and informally participates in the discussions of the class hour. The leader plans the course, outlines the assignments, endeavors to stimulate discussion and to guide it to conclusions of value, and always seeks to call forth self-expression on the part of the member of the group. Leaders should use advanced methods of teaching so far as possible and constantly endeavor to improve the standard of work done. This method of missionary education is adaptable to all grades of students, and leaders should not be discouraged or deterred from attempting the work because of the high standard set.

6

11. The Lecture Course is closely allied to the Study Class. It reaches a much larger group and persons unwilling to enter a small group in which they will have to take part, will attend a lecture course in which they will not be called upon to participate.

111. The Program Meeting, provides for the presentation by one or more persons, of topics centered about a particular mission field or problem. It is not a substitute for the Mission Study Class, as the Mission Study Class is not a substitute for the Program Meeting. The two are separate and

6

should be kept distinct. The Mission Study Class trains leaders and participants for the Program Meeting, and the Program Meeting finds a point of contact with the uninterested and thus furnishes members for the Mission Study Class.

IV. The Reading Circle may be a group of persons who agree to meet at stated intervals at which time some one of the number reads aloud a book on one of the Mission fields or some interesting phase of the work. The reading may or may not be followed by informal discussion.
New York says, "In paragraph 11, under the definition of the Study Class change the phrase, "Leaders should use advance methods of teaching so far as possible", to read; "Leaders should study methods of teaching carefully."

Add to the paragraph defining the Lecture Course the following sentence:- "This Method should not be considered a substitute for the mission study class."

That the definition of the mission study class be changed to read: "The Course should include from six to ten sessions" and that there be appended a note stating that four-session courses are not recommended for the local class using the six or eight chapter textbooks, but are regular only for classes studying the four-chapter textbooks and for classes conducted by Field Secretaries and intended to demonstrate in brief space of time practical mission study methods.

Ratified by all.
W.B.H.M.

2. Recommended that all Home and Foreign Educational Secs. bear the same title, "Sec. for Missionary Education." VS

Ratified by all.
W.B.H.M.

3. Recommended that the Woman's Home and Foreign Boards approve the appointment by Synodical and Presbyterial Societies of Secs. for Missionary Education, who shall promote both Home and Foreign Missions. (One Sec. for both) VS

Ratified by all.
W.B.H.M.

4. Recommend that we so unify our work that instructions to Secs. for Missionary Education shall apply to both Home and Foreign work. VS

Ratified by all except New York. See change proposed.
W.B.H.M.

5. Recommend that Mission Study be pushed locally from headquarters and through Presbyterial Secs. New York says, "That Mission Study Classes be promoted both from headquarters through the Board VS

Secretary, who should maintain a personal touch with leaders and organizers of Mission Study Classes in the Presbyteries and Synods. The Presbyterial and Synodical Secs. should be promoters and inspirational workers."

Ratified
by all.
W.B.H.M.

6. Recommend that local classes report directly to Boards through enrollment cards. That Board Secs. report through duplicate enrollment cards to Synodical Secs. regularly (monthly if possible), such Secs. distributing regularly to Presbyterial Secs., who in addition will gather records of classes which have not previously reported and forward such to (Board Secs)., who will distribute them in the usual way.

Synodical Secs.

PUBLICATIONS.

Ratified by all Boards Note Change by New York. W.B.H.M.	1.	Recommend that we accept the report blanks sent out by the Philadelphia Board with changes noted in the Minutes. New York says:- "That there should be two printings of the local blanks for Young People's organizations, and where there are joint societies one blank with a joint imprint of the Woman's Home and Foreign Missions Boards." Omit the part in regard to "joint imprint."	V B
Ratified by all except New York. W.B.H.M.	2.	Recommend that carbon copies of joint publications be submitted to both Home and Foreign Boards and if no answer is received within three weeks from any Board, that Board shall be considered as voting in the affirmative. The Board printing to fix the price. New York would change the wording as follows:- If no definite order has been received within three weeks, it will be considered that the publication is not desired. Mss. will be sent to the different Societies as heretofore.	V Yes'
Ratified by all Boards but final action deferred until amount is known. W.B.H.M. votes No	3.	Recommend that the Woman's Boards continue to subsidize "Over Sea and Land" for a term of five years to such an amount as will make it possible for the Com. to issue a magazine superior to the present standard, privilege being granted the Com. for a reasonable amount of expense for propoganda.	V Su
Ratified by all Boards. W.B.H.M.	4.	Recommend that this Conference petition the Assembly's Boards of Missions to grant "Over Sea and Land" adequate accommodations at 156 Fifth Ave. for the conduct of the work.	V B
Ratified by all. W.B.H.M.	5.	Recommend that we continue to have joint C.E. Programs.	V B
Ratified by all. W.B.H.M.	6.	Recommend that we have joint publications for young People, including programs for young women's societies and a book of instructions for Presby. Y.P. Secs. where necessary.	V B
Ratified by all except New York. W.B.H.M.	7.	Recommend that we have programs for joint Woman's Societies.	V B

Ratified by all Boards, except Phila. no vote. W.B.H.M. votes No.	8.	Recommend that packets of helps be prepared annually by the Woman's Boards of Missions for the use of C.E. Societies in carrying out the monthly missionary programs suggested by the Woman's Boards and based on topics offered by the United Soc. of C.E.; that local C.E. Socs. be permitted to secure such helps by the annual payment of a certain fixed (for example 50 cents or $1.00) to the Woman's Board of Home Missions and to the Territorial Woman's Board of Foreign Missions, and that such packets of helps be sent out from the respective Board offices one month in advance of the dates when they are to be used.	✓
Ratified by all. W.B.H.M.	9.	Recommend that no special packets of helps be provided for Westminster Guild, but that the packets for regular Mission study be used with special adaptation to the Guild need when desired.	✓ B
Ratified by all. W.B.H.M.	10.	Recommend that the W.G. Bulletin be sent free only to Synodical and Presbyterial W.G. Secs. and one copy to each Chapter and Circle.	✓ S
Ratified by all. W.B.H.M.	11.	Recommend that we continue to issue Bulletin three times a year with same number of pages, and that a supplement, uniform in shape with the Bulletin, be issued in April or May containing notices of the text books for the coming year and such other notices as it may be desirable to give Chapters and Circles before Sept.	✓ B
Ratified as to general plan. #1 W.B.H.M.	12.	Recommend that the Year Book of Prayer and the Prayer Calendar be united. Phila. says, "be united if feasible." Northwest, "as soon as practicable, we to continue our union in the Year Book with the Assemb.'s Board. New York "Approve the union provided the details can be worked out in a manner satisfactory to the Board and subject to the approval of the Assembly's Board of Foreign Missions.	✓ ✓ B

#1 offers substitute motion as follows:

"That the Prayer Calendar and Year Book of Prayer be made one and that in the United Book the workers of the Board of Home Missions, the Woman's Board of Home Missions the six Woman's Boards of Foreign Missions, and the Board of Foreign Missions be included."

Not ratified.

W.B.H.M.
#2 offers

13. Recommend that this Conference ask the Woman's Boards to consolidate the "Home Mission Monthly" and "Woman's Work" as soon as possible. Phila. says, "Yes, we understand that this means that the price of the united magazine shall not be more than a dollar." Northwest, "Wish this referred to the Committees of the two Magazines to send recommendation to the Boards." New York, "That no union should be attempted at present because it is not practicable." Southwest, Occidental and North Pacific, vote "Yes".

#2 offers substitute motion as follows:

"That the Board, while looking forward to a time when the closer union of Home and Foreign interests shall make it advisable to write the two missionary magazines, feel that the time has not yet arrived for their consolidation."

FINANCIAL.

Ratified
by all.

W.B.H.M.

1. Recommend that the Contingent Fund of Local Presbyterial and Synodical Societies shall be kept entirely separate from all Missionary contributions, and shall not be deducted from the amounts given to General Fund or towards apportionments or pledges. V S

Ratified
by all.

W.B.H.M.

2. Recommend that all gifts for Student Work shall come through the regular channels of the Boards. V S

Ratified
by all,
except
New York,
No reply.

W.B.H.M.

3. Recommend that as the meetings of the Joint Committee on Student Work are held in New York City, the expenses of the member of the Philadelphia Board, who represents the Foreign Boards on that Committee shall be taken from the share of the Budget prorated among the Foreign Boards. No reply from New York. V B

Ratified by
all, except
New York.

W.B.H.M.

4. Recommend that all Boards ask for the same per cent of increase in gifts.
New York says "No." V

Ratified
by all.

W.B.H.M.

5. Recommend that Synodical and Presbyterial societies allow a $10.00 credit from Contingent Fund toward the travelling expenses Fund of all speakers, exclusive of Student Secs. and Foreign Missionaries. In conformity with the Assembly's Board, the Woman's Foreign Boards ask that all Missionaries receive $5.00 beyond their travelling expenses. When however this arrangement in regard to Board representatives would cause the societies to exclude a speaker of their Board from the Annual Meeting, it is recommended that the Territorial For. Board and Woman's Home Board make satisfactory adjustment. That when local itineraries are planned, an offering be requested, but not required. Where speakers are requested, for local meetings a charge of $5.00 be requested . It is understood that entertainment be provided. In all these financial arrangements the Boards be allowed to adapt to suit local conditions. V S

2. Financial. Continued.

Ratified by all except Phila. and New York. No reply. W.B.H.M.	6.	Recommend that where Presbyterial Normal Study Classes or Courses are planned, the Board be granted $5.00 for providing leaders for each session of the class and that for an Interdenominational Lecture Course, $10.00 be granted for each session, and that entertainment be not required. Any change necessitated by local conditions shall be arranged by the respective Boards. No reply from New York and Philadelphia.	VVS O.K.
Ratified by all. W.B.H.M.	7.	Recommend that all Presbyterial Societies close their books March 10th.	VS
Ratified by all. W.B.H.M.	8.	Recommend uniform dates for the closing of the quarters of the Presbyterial Societies, the 10th day of June, Sept., Dec. and March. When Presbyterial Treasurers remit Monthly, payments should be made on the 10th of the month.	VS

GENERAL ITEMS.

Ratified by all Note change by New York. W.B.H.M.

1. Recommend that the Boards take no active part in promoting Joint societies, but are pleasantly acquiescent in what every may be the wish of local organizations. New York says, "That the Boards Acquiesce in the formation of Joint Societies when local conditions demand it." ✓VS

Ratified by all, except New York, Note change. W.B.H.M.

2. Recommend the following definition, "a Joint Society, Synodical, Presbyterial or local is one organized under one constitution, which evenly presents the claims of Home and Foreign Missions, with one president and as many other officers as may be necessary for the presentation of the departments of work incident to relationship with the Woman's Board of Home Missions, the Woman's Department of the Freedmen's Board, and the Territorial Woman's Board of Foreign Missions." New York says, "With the exception that there be two treasurers." ✓

Ratified by all except New York. W.B.H.M.

3. Recommend that two forms of membership shall be recognized in local societies, General and Contributing. (a) General membership shall be established on any standard agreeable to the local organization. (b) Contributing membership shall include all who regularly contribute to the Woman's Board of Home Missions, or the Territorial Woman's Board of Foreign Missions through the local organization. On the contributing membership shall be based apportionments or pledges. New York says, "That membership in Missionary Societies should be recognized under two heads:- General, those who attend the Meetings regularly , and take part in the work; Contributing, - all who give to the Home or Foreign Boards through the local societies." ✓

Ratified by all, Note suggested change. W.B.H.M.

4. Recommend the following standards of Excellence, ✓VS

Annual Standard of Excellence for. Synodical Societies.

Suggests in #3 "Presbyterial society" Asks if #2 is to be interpreted specifically to "Study Classes" as distinct from Reading Circles, etc. It so interprets!

1. Net increase in membership.
2. Net increase in number of study classes.
3. Net increase in gifts.
4. Contributions to the Synodical Contingent Fund from each Presbytery.
5. A representation from 2/3 of the Presbyterial Societies at each Annual Synodical Meeting.

2. **General Items.** Continued.

6. Net increase in subscriptions to the Presbyterian Woman's Missionary Book of Prayer, and Home Mission Monthly and Woman's Work.
7. A net increase in number of Young People's Societies.
8. At each Synodical meeting to heave a Young People's Hour.
9. At each Synodical meeting to have a Conference on methods.
10. Each year to send at least one young people's Presbyterial Secretary to some Summer Conference. It was moved to adopt this standard as a whole.

Phila. and New York change No. 6, to read "the Books of Prayer."

Annual Standard of Excellence for Presbyterial Societies.

V

Ratified
with
changes
noted.
W.B.H.M. re-
accepts Items
#1-8
Omits #9
Accepts as new #9
"At least one
presbyterial young
people's Conference held
during the year."
#10 omit last
8 words. a

1. Net increase in membership.
2. Net increase in study classes
3. Net increase in gifts.
4. All apportionments or pledges paid in full in prompt quarterly or monthly payments not later than the 15th of the month to the Board Presbyter Treasurers. 10
5. $1.00 to each of the Emergency Funds of the Woman's Home and Foreign Boards from each Woman's local society and the Presbyterial and Synodical contingent fund paid.
6. A representation from 2/3 of the local societies at each annual meeting of the Presbyterial Society.
7. A net increase in subscriptions to the Presbyterial Woman's Missionary Book of Prayer, the Home Mission Monthly and Woman's Work.
8. Two-thirds of the local societies attaining at least eight points of the local standard of excellence.
9. When two officers are sent to meetings, to either send or assist in sending a young people's secretary as one of them.
10. At each Presbyterial Meeting to have prayer for its representatives on the fields and to hold a conference for young People.

Phila says, No. 7, "Books of Prayer" No. 4, "not later than 10th, of the month to the

Board Treasurer." New York says, No. 7, "the Books of Prayer". No. 9 "that when two offiders are sent to meetings, that one of them should be a Young People's Secretary." Southwest says, No. 4, "all apportionments or pledges paid in full monthly or quarterly payments in the hands of Treasurers of the Boards not later than the 15th day of the month."

Annual Standard of Excellence for Local Societies.

Ratified by all excepts New York Note changes.

W.B.H.M. ratifies with addition to #8 of words "exclusive of Extension Department."

1. An increase in membership.
2. Home and Foreign Mission Study Classes.
3. Increasing gifts.
4. All apportionments or pledges paid in full in prompt monthly or quarterly payments (not later than the 10th of the month) to the Presbyterial treasurer. ~~[illegible]~~
5. One dollar to each of the emergency funds of the Woman's Home and Foreign Boards, and a gift to the Presbyterial Contingent Funds.
6. A responsibility for the organization or nurture of at least one society for young people or children.
7. At least one Praise or Thank Offering service.
8. An average attendance at regular meetings equal to at least two-thirds of the contributing membership.
9. The Presbyterian Woman's Missionary Book of Prayer in the hands of at least two-thirds of the contributing membership.
10. Subscription to Home Mission Monthly or Woman's Work equal to at least one-half the contributing membership.

New York combines Nos. 3 and 4 to read, "Increasing gifts all paid in full to Presbyterial Treasurers yearly, quarterly or monthly, and not later than the 10th of the month." No. 5 instead of "one dollar", "a gift".

Ratified by all. W.B.F.M.

5. Recommend that Synodical Societies that meet separate from Synod, co-operate with Home and Foreign Boards in arranging dates to accommodate Board speakers, such dates to be arranged the previous year. Recommend that Synodical Presidents arrange consecutive meetings of Presbyterial Societies where it may be possible.

YS

4. **General Items.** Continued.

Ratified by all. W.B.H.M.	6.	Recommend that a plan be worked out in groups so that adjacent Synodical meetings do not come on the same day of the week, thus saving time and expense of Board speakers.	VS
Ratified by all. W.B.H.M.	7.	Recommend that the Woman's Board of Home Missions and the Woman's Boards of Foreign Missions agree on the same dates for sending out instructions, and plans for the new work of the Boards, such as apportionments, all young People's and study class work.	VS
Ratified by all except New York. W.B.H.M.	8.	Recommend that the Woman's Board of Home Missions and the Woman's Boards of Foreign Missions agree to notify each other before sending to Presbyterial or Synodical officers a suggested change of plan or policy in regard to any part of the work. New York says, "On account of the relationship of our Board to the Assembly's Board of Foreign Missions, it would not be possible to agree to this recommendation."	
Ratified by all. W.B.H.M.	9.	Recommend that Young People's Secretaries only shall present the work of Freedmen's Board to their constituency. Recommend that local societies designate gifts for Freedmen's Board.	VS
Ratified by all. W.B.H.M.	10.	Recommend that all organizations auxiliary to the Woman's Home and Foreign Mission Boards confine their interests to the work authorized by these Boards.	VS
Ratified by all. # W.B.H.M.	11.	Recommend that the Boards unify their plans for the Extension Department, presenting its work to the Synodical Societies and pushing the policies.	VS

# That there may be no misunderstanding this definition acted on "The Woman's Board of Home Missions understands this action as referring to such extension work as is listed in "Shut-In" or "Home department" and not to the work of organizing new societies."

Ratified by all W.B.H.M.

12. Recommend that Field Secretaries shall organize, when so desired, Home and Foreign Societies, but in inspirational addresses they shall present the work of their own Boards, offerings to be credited to these Boards. VS

Ratified by all. W.B.H.M.

13. Recommend that the term "Special" shall be applied to any object approved by the Boards but not included in the Budget. Gifts for such objects are credited by the Boards. The matter of having "Specials" is left to the Boards. VS

Ratified by all except New York. W.B.H.M.

14. General Committee.

I. There shall be a body representing the Woman's Board of Home Missions and the six Woman's Boards of Foreign Missions. This body to be known as the General Committee. New York changes to read, "There shall be a deliberative and advisory body representing the Woman's Boards of Home Missions and the six Women's Boards of Foreign Missions. This body to be known as the General Committee of the Women's Boards of Missions of the Presbyterian Church, U.S.A."
Occidental says, - "Instead of General Committee would suggest General Council." V

Ratfied by All. W.B.H.M.

II. Membership.

(a) This General Committee shall be composed of six members from the Woman's Board of Home Missions, and one member from each of the six Woman's Boards of Foreign Missions. These members shall be appointed at the annual meetings of the constituent Boards. VB

Ratified by all. W.B.H.M.

(b) An alternate for each member of the General Committee shall likewise be appointed by each Board at its annual meeting. VB

Ratified by all. W.B.H.M.

III. Purpose.

The purpose of the General Committee shall be to secure a larger vision of the mission work of Presbyterian Women, and to unify as far as possible the policies and methods of the Woman's Boards. VB

IV. Power.

Ratified by all except Northwest and New York.
W.B.H.M.

The General Committee shall consider and make recommendations to the Constituent Boards concerning matters of joint interest. The General Com. shall also have power to act in emergencies. Northwest says,- "When the vote is unanimous," after "emergencies."
New York adds to the original "provided there is a unanimous vote in favor of the proposition." V

V. Sub-Committees.

Ratified by all.
W.B.H.M.

(a) There shall be the following sub-committees- viz., Publications, Student Work, Westminster Guild, and such others as the General Committee may deem advisable. VB

Ratified by all except New York.
W.B.H.M.

(b) The General Committee shall annually designate the Boards who shall be represented on these committees.
New York changes to read,- "The Central Committee shall designate the Foreign Boards which shall be represented on these committees." V

Ratified by all.
W.B.H.M.

(c) The designated Boards shall appoint their members at the time of their annual meetings and report the names to the Secretary of General Committee by May 15th. VB

Ratified by all except New York.
#W.B.H.M.

(d) The chairman of such sub-committees are as hereinafter provided for shall during their tenure of office be members of the General Committee.
New York says,- "The chairman of such sub-committees shall, during their tenure of office, be ex-officio members of the General Committee with privilege of the floor but without a vote." V

Ratified by all.
W.B.H.M.

(e) Each committee shall elect a chairman from its own membership. VB

VI. Duties of Sub-Committees.

Ratified by all.
W.B.H.M.

(a) The sub-committee on Publications shall consist of four members. It shall supervise all joint publications not referred by the General Committee to other committees. VB

#omits "such" and "as are hereinafter provided for"

Ratified by all.
W.B.H.M.

(b) The sub-committee on Student Work shall consist of eight members. It shall have charge of the presentation of missions to young women students in schools, colleges and conferences. V B

Ratified by all except Phila. and New York.
W.B.H.M.

(c) The sub-committee of Westminster Guild shall consist of six members. It shall have general supervision over all work assigned to Westminster Guild by the Boards. V B
Phila., says,- "The W.G. Committee shall recommend through the General Council the yearly programs of W.G. activities (study, giving, etc.) it shall be responsible for all national helps, blanks, announcements, etc. It shall consider or originate policies and plans of W.G. administration.
New York same as above, except "consider and originate."

(d) These committees shall conduct their work as outlined by the General Committee in accordance with regulations and policies established by the Boards. V B

VII. Officers.

Ratified by all except New York.
W.B.H.M.

The General Committee shall annually elect a Chairman and Secretary from its own membership. No chairman shall serve more 2 than three consecutive terms. V B
New York says,- "shall elect at each meeting."

Ratified by all except New York.
W.B.H.M.

VIII. The General Committee shall meet annually in or near New York City on the Wednesday after the first Tuesday of June. V
New York says,- "shall hold a biennial meeting."

Ratified by all.
W.B.H.M.

IX. Before April 15th each Board shall send to the Secretary of General Committee all matters for consideration at the next meeting of the General Com. The Secretary and Chairman shall then prepare from this correspondence a docket, a copy of which shall be sent to each Board by May 1st. V B

X. Docket.

Ratified by
all except
New York.
W.B.H.M.

(a) All items on the docket that have been considered by the constituent Boards and receive a two-thirds vote of General Committee shall become actions and go into effect. ✓
New York says,- "receive a two-thirds vote of General Committee representing equally the two interests involved shall become actions, etc."

Ratified by
all except
New York.
W.B.H.M.

(b) The General Committee shall have power to consider matters not on the docket, and those receiving a two-thirds vote shall be sent to the constituent Boards as recommendations. ✓
New York says,- "and those receiving a two-thirds vote representing equally the two interests involved shall be sent, etc."

Ratified by all
except New York.
W.B.H.M.

(c) The action of the Boards on these recommendations shall be sent as soon as possible to the Sec. of the General Committee who shall tabulate them and send to the constituent Boards. Such recommendations receiving a two-thirds vote shall become actions and go into effect. ✓
New York says,- "Such recommendations equally the two interests involved etc."

1915

ACTIONS TAKEN AT CHICAGO CONFERENCE
NOVEMBER 1915
and
FINAL ACTIONS OF THE SEVEN WOMAN'S BOARDS IN REGARD TO THEM

Dates show when final action was taken in case the Chicago Recommendation was not accepted at once

✓ Means for Boards only

Young People's Work

Chicago Nov 1915	1	Recommend that the Westminster Guild Council Meeting called for January 1916 be postponed until further notice, and that pending a possible new method of administration, the Council with present officers and policies hold over until further action has been taken.	✓
Chicago Nov 1915	2	Recommend that joint Presbyterial Westminster Guild Secretaries be appointed as rapidly as possible.	
Chicago Nov 1915	3	Recommend that where there are separate societies, the nominating committee of each shall confer with the other before bringing in the name of a Presbyterial Westminster Guild Secretary.	
Chicago Nov 1915	4	Recommend that the closing date of the fiscal year of Westminster Guild be made uniform with that of the Presbyterial Society.	
Chicago Nov 1915	5	Recommend that the expense of organization blanks and literature shall be equally divided between the Woman's Board of Home Missions and the Woman's Boards of Foreign Missions.	✓
Stands per letter of Committee Dec 1915 →	6	Recommend that the expense of stationery, stamps and tours shall be borne by Synodical and Presbyterial Societies.	
Chicago Nov 1915	7	Recommend that the name of Secretary be not printed on Westminster Guild stationery. Whenever necessary to use name of Secretary she shall be designated as Westminster Guild Secretary for Home Missions or for Foreign Missions. No joint literature shall bear imprint of any one Board.	✓
Chicago Nov 1915	8	Recommend that we continue a separate blue enrollment card for Westminster Guild.	
Chicago Nov 1915	9	Recommend that we continue the use of the local blue Westminster Guild report blanks to be filled out by the local Chapter or Circle and returned to the Presbyterial or Synodical Westminster Guild Secretary, and by her to the Home and Foreign Boards.	

Actions 2

General Council June 5,16

10 Recommend that the suggested age of admission to Westminster Guild Chapters shall be from 18-30 years and strongly recommend that the term of membership shall not exceed ten years.

Chicago Nov 1915 slight chg allowed in Committees letter Dec 1916

11 Recommend that Westminster Guild Chapters and Circles be allowed to give as an "extra" to the work for Freedmen, provided it is understood that such gift is optional and not required of any Chapter or Circle. The largest support should always be given to the work assigned by the Woman's Boards of Home and Foreign Missions. No Chapter or Circle should assume any "extra" until the shares in regular work have been pledged and paid.

Chicago Nov 1915

12 Recommend for Synodical and Presbyterial Societies that Secretaries for Children's Work shall include "Little Light Bearers," "Light Bearers," Junior C. E., and all other organizations up to fourteen years of age outside of the Sunday School.

? Recommend the appointment in each Synodical and Presbyterial Society of a (Secretary of Secretaries) for the Young People's Societies and the Westminster Guild. Where but one organization is reported, the Secretary shall be known as the Secretary for Young People's Work. Where other Secretaries are necessary, they shall bear the name of the organization they represent.

General Council June 5'16

13 In accordance with the deliverance of General Assembly on cultivation of the Sunday School as a responsibility of the general Boards of Home and Foreign Missions, all gifts from the Sunday Schools should go to the Treasurers of these Boards. Hence, if any Mission Band is organized in the Sunday School and holds no meetings except as a Sunday School Class, it is auxiliary to the General Boards. When a Mission Band is organized in the Sunday School composed either of members of a class or members from different classes and holds regular missionary meetings at which missionary offerings are received outside the Sunday School session, it is auxiliary to the Woman's Boards. The responsibility for carrying out this policy in loyalty to our General Assembly rests upon the officers and members of the Woman's Boards of Home and Foreign Missions in co-operation with Synodical and Presbyterial officers.

Still in Doubt June 5'16

14 Recommend that we have a uniform pledge blank for Young People's Societies and that the Home and Foreign Blanks be sent at the same time. ✓

General Council 9-28-16

15 The Student Secretaries shall confine their activity to the presentation of the work assigned to them by the Woman's Boards of Home and Foreign Missions. ✓

Date when finally settled by correspondence?

16

An Annual Standard of Excellence for Young Peoples' Organizations
of the
Woman's Boards of Home and Foreign Missions of the Presbyterian Church

Basis 100%.

1 Increase in membership
2 Systematic study of one or more Mission Study Text-books
3 At least ten meetings of Missionary interest
4 Increase in gifts to Missions. All such gifts to be sent to Presbyterial Treasurer. Insert -
5 All approtionments and pledges paid in full before March 10th
6 All communications from Synodical and Presbyterial Secretaries answered promptly.

March 10th to
March 10th -

7 One popular meeting at which Missions shall be presented by special program, by pageant or play, or by a speaker

8 At least one delegate sent to Presbyterial or Synodical meeting or Summer Conference

9 Presentation to the society of all information received in regard to the assigned work and of messages from missionaries and stations.

10 Prayer at each meeting for the missionaries and stations assigned to the society

year upon which Standard is reckoned is Mar. 10th to Mar. 10th –

Chicago 11-1915 — 17 Recommend that Student Secretary (Field) send annually to the Student Secretary of her Foreign Board and the Student representative of Home Board in her district, lists of Alumnae in her territory, with notes on their qualifications and abilities. The Board Student Secretary should communicate with these young women either directly or through any of the Young People's Secretaries of her Board, explaining Board Methods and presenting plans of service and introducing them to their presbyterial officers, – that the Student Field Secretary in writing to the Alumnae introduce them to their Boards, Home and Foreign. ✓

Recommend that if at the end of six months the Student Secretary of any Board fails to do the work committed to her, the joint committee on Student Work shall communicate with those on the Alumnae list, provided previous notice has been sent to the Board.

Recommend that the Board Student Secretary make quarterly reports to the joint Committee and that she also notify the Committee when she has succeeded in placing the girl.

Chicago 11-1915 — 18 Recommend that the Woman's Boards of Home and Foreign Missions formally express their desire to co-operate with the Department of Young People's Work and the Board of Publication and Sabbath School Work wherever the missionary education and training of Young People are concerned. Since the Summer Conference for Presbyterian Young People conducted by this department, offer the Woman's Boards excellent opportunity for carrying on this work, we recommend that they co-operate with the department in the following particulars: ✓

1 In forming the programs

2 In the choice of leaders for classes in mission study and in missionary methods

3 In advertising the conferences

EDUCATIONAL

General Council 6-5-16

1 Standard for Missionary Education in the Woman's Boards of Missions of the Presbyterian Church.

The scope of missionary education in a local church embraces all methods now in general use, the Mission Study Class, the Lecture Course, the Program Meeting, the Reading Circle, the use of Missionary Libraries, Magazines, Charts and Pictures, the Missionary address and missionary demonstrations. It should also include a graded system of Missionary Education for the young people, the promotion of giving and the development and use of service

a . The Study Class

A small group of persons who meet frequently, preferably once a week, for the systematic study, under a leader, of some one of the mission fields or problems. The course should include from six to ten sessions. (Four session courses are not recommended for the local class using the six or eight chapter books, but for field secretaries and intended to demonstrate in a brief space of time practical mission study methods)

For the best work the class should number from ten to twenty members. Its method is not the lecture or program method, but informal discussions. Each member owns a text book, prepares an assigned lesson, and quite freely and informally participates in the discussions of the class hour. The leader plans the course, outlines the assignments, endeavors to stimulate discussion and to guide it to conclusions of value and always seeks to call forth self-expression on the part of the members of the group. Leaders should study methods of teaching carefully, and constantly endeavor to improve the standard of work done.

This method of missionary education is adaptable to all grades of students, and leaders should not be discouraged or deterred from attempting the work because of the high standard set.

b The Lecture Course

The lecture course is closely allied to the study class. It reaches a much larger group, and persons unwilling to enter a small group in which they will have to take part will attend a lecture course in which theywill not be called upon to participate. This method should not be considered a substitute for the mission study class.

c The Program Meeting

The Program Meeting provides for the presentation by one or more persons of topics centered about a particular mission field or problem. It is not a substitute for the Mission Study Class, as the Mission Study Class is not a substitute for the Program Meeting. The two are separate and should be kept distinct. The Mission Study Class trains leaders and participants for the Program Meeting, and the Program Meeting finds a point of contact with the uninterested and thus furnishes members for the Mission Study Class

d The Reading Circle

The Reading Circle may be a group of persons who agree to meet at stated intervals at which time some one of the number reads aloud a book on one of the mission fields or some interesting phase of the work. The Reading may or may not be followed by informal discussion.

Or a group of persons may agree to read in their own homes some interesting missionary book and meet regularly to discuss informally what they have read.

Actions 5 - Educational

Chicago 11-19-15	2	Recommend that all Home and Foreign Educational Secretaries bear the same title, "Secretary for Missionary Education."
Chicago 11-19-15	3	Recommend that the Woman's Home and Foreign Boards approve the appointment by Synodical and Presbyterial Societies of Secretaries for Missionary Education, who shall promote both Home and Foreign Missions. (One Secretary for both)
Chicago 11-19-15	4	Recommend that we so unify our work that instructions to Secretaries for Missionary Education shall apply to both Home and Foreign work.
~~General Council 6-5-16~~	~~5~~	~~Recommend that Mission Study be pushed locally from headquarters and through Presbyterial Secretaries.~~
~~General Council~~	~~6~~	~~Recommend that local classes report directly to Boards through enrollment cards. That Board Secretaries report through duplicate enrollment cards to Synodical Secretaries regularly (monthly if possible), such Secretaries distributing regularly to Presbyterial Secretaries, who in addition will gather records of classes which have not previously reported and forward such to Board Secretaries , who will distribute them in the usual way.~~
General Council 6-5-I6	5	Recommend that Missionary Education in the local church shall be promoted from headquarters through the Board Secretary who should maintain a personal touch with the leaders and organizers of mission study classes in the presbyterial and synodical societies,and also by presbyterial and synodical Secretaries for Missionary Education in cooperation with the Board Secretary.
General Council 6-5-I6	6	A. Recommend that local mission study classes be reported by their ~~Council~~ leaders directly to the Boards through enrolment cards. That Board Secretaries send copies of these records-monthly if possible- to Synodical Secretaries who in turn will send copies to their presbyterial secretaries. B. That presbyterial and synodical secretaries shall, in addition,~~xxxxx~~ secure records of classes which have not previously reported, and ~~form~~ forward to the Board.

PUBLICATIONS

General Council 6-5-16

1 Recommend that we accept the report blanks sent out by the Philadelphia Board with the following changes: ✓

(To be quoted from Chicago Minutes that I have not at hand) M.K.B.

Even where there are joint organizations two blanks be sent, one with Home and one with Foreign imprint; that there shall be two printings of local blanks for the young people's organizations.

General Council 6-5-16

2 Recommended that carbon copies of joint publications be submitted to both Home and Foreign Boards and if no definite order has been received within three weeks it will be considered that the publication is not desired. Manuscripts will be sent to the different Boards as heretofore. ✓

General Council 6-5-16

3 OVER SEA AND LAND

1 It is recommended that there shall be space for helpful suggestions for leaders of children's organizations. ✓

2 That all the material used in the magazine shall be presented from the children's point of view.

3 That as an additional advertising measure the Woman's Boards shall make themselves responsible for pushing the magazine through Secretaries for Literature, making the presentation of "Over Sea and Land" not optional but obligatory. Each Board shall conduct its correspondence through its own headquarters and not through the office of "Over Sea and Land."

4 For the current year a budget of $1,000 shall be allowed to "Over Sea and Land."

Chicago 11-1915

4 Recommend that this Conference petition the Assembly's Boards of Missions to grant "Over Sea and Land" adequate accommodations at 156 Fifth Avenue for the conduct of the work. ✓

Chicago Nov 1915

5 Recommend that we continue to have joint Christian Endeavor Programs ✓

Chicago Nov 1915

6 Recommend that we have joint publications for young people, including programs for young women's societies and a book of instructions for Presbyterial Young People's Societies where necessary. ✓

Stands per letter of Committee Dec '15

7 Recommend that we have programs for joint Woman's Societies. ✓

LOST

8 Recommend that packets of helps be prepared annually by the Woman's Boards of Missions for the use of the Christian Endeavor Societies in carrying out the monthly missionary programs suggested by the Woman's Boards and based on topics offered by the United Societies of Christian Endeavor; that local Christian Endeavor Societies be permitted to secure such helps by the annual payment of a certain fixed sum (for example 50 cents or $1 00) to the ✓

		8 continued Woman's Board of Home Missions and to the Territorial Woman's Board of Foreign Missions, and that such packets of helps be sent out from the respective Board offices one month in advance of the dates when they are to be used.
Chicago Nov 1915	9	Recommend that no special packets of helps be provided for Westminster Guild, but that the packets for regular Mission study be used with special adaptation to the Guild need when desired. ✓
Chicago Nov 1915	10	Recommend that the Westminster Guild Bulletin be sent free only to Synodical and Presbyterial Westminster Guild Secretaries and one copy to each Chapter and Circle.
Chicago Nov 1915	11	Recommend that we continue to issue Bulletin three times a year with same number of pages, and that a supplement, uniform in shape with the Bulletin, be issued in April or May containing notices of the text books for the coming year and such other notices as it may be desirable to give Chapters and Circles before September. ✓
General Council 6-5-16	12	The Prayer Calendar and Year Book of Prayer shall be made one and in the united book the missionaries of the Board of Home Missions, the Woman's Boad of Home Missions, the Board of Foreign Missions and the Woman's Board of Foreign Missions shall be included, subject to the co-operation of the ~~Assembly~~ General's Boards of Home and Foreign Missions. ✓
General Council 6-5-16	13	We feel that the time has not arrived for the consolidation of Woman's Work and the Home Mission Monthly.

FINANCIAL

Chicago Nov 1915 1 Recommend that the Contingent Fund of Local Presbyterial and Synodical Societies shall be kept entirely separate from all Missionary contributions, and shall not be deducted from the amounts given to General Fund or towards apportionments or pledges.

Chicago Nov 1915 2 Recommend that all gifts for Student Work shall come through the regular channels of the Boards.

Chicago Nov 1915 3 Recommend that as the meetings of the Joint Committee on Student Work are held in New York City, the expenses of the member of the Philadelphia Board who represents the Foreign Boards on that Committee shall be taken from the share of the Budget pro-rated among the Foreign Boards. (No reply from New York.) ✓

General Council 9-28-16 4 All Boards shall ask for the same percentage of increase: the said increase to be based on regular gifts for the previous year from women's, young people's, young women's, and children's organizations. In reckoning this percentage of increase no accounting shall be made of gifts for extras, nor of specials, nor of legacies. A Committee shall be appointed each year to at annual ~~meeting~~ consider the per centage of increase. to report at the ~~next~~ annual meeting

~~Carried~~
~~LOST~~ General Council 1-17-1917- 5 Recommend that Synodical and Presbyterial Societies allow a $10 00 credit from Contingent Fund toward the traveling expenses fund of all speakers, exclusive of Student Secretaries and Foreign Missionaries. In conformity with the Assembly's Board, the Woman's Foreign Boards ask that all Missionaries receive $5.00 beyond their traveling expenses. When, however, this arrangement in regard to Board representatives would cause the societies to exclude a speaker of their Board from the Annual Meeting, it is recommended that the Territorial Doreign Board and Woman's Home Board make satisfactory adjustment. That when local itineraries are planned, an offering be requested, but not required, Where speakers are requested, for local meetings a charge of $5.00 be requested. It is understood that entertainment be provided. In all these financial arrangements the Boards be allowed to adapt to suit local conditions. S

Carried -
~~LOST~~ 1-17-1917- 6 Recommend that where Presbyterial Normal Study Classes or Courses are plans the Board be granted $5.00 for providing leaders for each session of the class and that for an Interdenominational Lecture Course, $10.00 be granted for each session, and that entertainment be not required. Any change necessitated by local conditions shall be arranged by the respective Boards. ~~No reply from New York and Philadelphia~~. S

Chicago Nov 1915 7 Recommend that all Presbyterial Societies close their books March 10th

Chicago 8 Recommend uniform dates for the closing of the quarters of the Presbyterial Societies, the 10th day of June, September, December and March. When Presbyterial Treasurers remit monthly, payments should be made on the 10th of the month.

GENERAL ITEMS

~~Correspondence~~

Letter of Committee Dec 1915. 1 ~~New York says,~~ "That the Boards Acquiesce in the formation of Joint Societies when local conditions demand it."

Reaffirmed General Council 9-28-16 2 A Joint Society, Synodical, Presbyterial or local is one organized under ~~the~~ one constitution, which evenly presents the claims of Home and Foreign Missions, with one president and as many other officers as may be necessary for the presentation of the departments of work incident to relationship with the Woman's Board of Home Missions, the Woman's Department of the Freedmen's Board, and the Territorial Woman's Board of Foreign Missions.

Reaffirmed General Council 6-5-16 3 Recommend that two forms of membership shall be recognized in local societies, General and Contributing. (a) General membership shall be establishe on any standard agreeable to the local organization. (b) Contributing membership shall include all who regularly contribute to the Woman's Board of Home Missions, or the Territorial Woman's Board of Foreign Missions through the local organization. On the contributing membership shall be based apportionments or pledges.

Final General Council 6-5-16 4

Annual Standard of Excellence for Synodical Societies of the Woman's Boards of Missions of the Presbyterian Church U S A

1 Net increase in membership
2 Net increase in number of study classes
3 Net increase in gifts
4 Contributions to the Synodical Contingent Fund from each Presbyterial Society
5 A representation from two-thirds of the Presbyterial Societies at each Annual Synodical meeting
6 Net increase in subscriptions to the Presbyterian Women's Missionary Books of Prayer and Home Mission Monthly and Woman's Work.
7 A net increase in number of Young People's Societies
8 At each Synodical meeting to have a Young People's hour
9 At each Synodical meeting to have a conference on methods
10 Each year to send at least one Young People's Presbyterial Secretary to some summer conference.

Annual Stansard of Excellence for Presbyterial Societies of the Woman's Boards of Missions of the Presbyterian Church USA

1 Net increase in membership
2 Net increase in study classes
3 Net increase in gifts
4 All apportionments or pledges paid in full, in prompt quarterly or monthl payments and in the hands of the Board Treasurers not later than the 15th of the month.

NOTE: Treasurers of Home Presbyterial Societies west of the Mississippi must have their remittances in the hands of the Treasurer of the Woman's Board of Home Missions not later than the 20th of the month.

Actions 10

General Items - continued

5 One dollar to each of the Emergency funds of the Woman's Home and Foreign Boards from each Woman,s local society, tha the Presbyterial and Synodical Contingent funds paid.

6 A representation from two-thirds of all ~~the~~ local societies at each annual meeting of the Presbyterial Society

7 A net increase in subscriptions to the Presbyterian Women's Missionary Books of Prayer, the Home Mission Monthly and Woman's Work.
8 Two-thirds of all ~~the~~ local societies attaining at least eight points of the Local Standardsof Excellence,
9 At least one Presbyterial Young People's Conference held during the year.
10 At each Presbyterial meeting to have prayer for its representatives on the field.

Annual Standard of Excellence for Women's Aux- ~~Local~~ Societies
of the
Woman's Boards of Missions of the Presbyterian Shurch, U S A

1 An increase in membership
2 Home and Foreign Mission Study classes
3 Increase in gifts
4 All apportionments or pledges paid in full in prompt monthly or quarterly payments not later than the 10th of the month to the Presbyterial treasurer
5 One dollar to each of the Emergency funds of the Woman's Home and Foreign Boards, and a gift to the Presbyterial Contingent Funds.
6 A responsibility for the organization or nurture of at least one society for young people or children
7 At least one Praise or Thank Offering service
8 An average attendance at regular meetings equal to at least two-thirds of the contributing membership, exclusive of Extension Department
9 The Presbyterian Woman's Missionary Books of Prayer in the hands of at least two-thirds of the contributing membership
10 Subscription to Home Mission Monthly or Woman's Work equal to at least one-half the contributing membership

Chicago Nov 1915 5 Recommend that Synodical Societies that meet separate from Synod, co-operate with Home and Foreign Boards in arranging dates to accommodate Board speakes such dates to be arranged the previous year.
Recommend that Synodical Presidents arrange consecutive meetings of Presbyterial Societies where it may be possible.

Chicago Nov 1915 6 Recommend that a plan be worked out in groups so that adjacent Synodical meetings do not come on the same day of the week, thus saving time and expense of Board speakers.

General Items - continued

Chicago Nov 1915 7 Recommended that the Woman's Board of Home Missions and the Woman's Boards of Foreign Missions agree on the same dates for sending out instructions and plans for the new work of the Boards, such as apportionments, all young people's and study class work. During month of Sept.

General Council 6-5-16 8 The Woman's Board of Home Missions and the Woman's Boards of Foreign Missions agree to notify each other before sending to Presbyterial or Synodical officers a suggested change of plan or policy in regard to any part of the work in which both are interested. ✓

Chicago Nov 1915 9 Recommend that Young People's Secretaries only shall present the work of Freedmen's Board to their constituency.
Recommend that local societies designate gifts for Freedmen's Board

Chicago Nov 1915 10 Recommend that all organizations auxiliary to the Woman's Home and Foreign Mission Boards confine their interests to the work authorized by these Boards

Chicago Nov 1915 11 Recommend that the Boards unify their plans for the Extension Department presenting its work to the Synodical Societies and pushing the policies. That there may be no misunderstanding this definition was agreed upon:

> "The Woman's Board of Home Missions understands this action as referring to such extension work as is listed in 'Shut-In' or 'Home Department' and not to the work of organizing new societies."

Chicago Nov 1915 12 Recommend that Field Secretaries shall organize, when so desired, Home and Foreign Societies, but in inspirational addresses they shall present the work of their own Boards, offerings to be credited to these Boards.

Chicago Nov 1915 13 Recommend that the term "Special" shall be applied to any object approved by the Boards but not included in the Budget. Gifts for such objects are credited by the Boards. The matter of having "Specials" is left to the Boards.

14

GENERAL COUNCIL

1 NAME There shall be a body representing the Woman's Board of Home Missions and the six Woman's Boards of Foreign Missions: This body to be known as "General Council of the Woman's Boards of Missions of the Presbyterian Church, U S A"

2 MEMBERSHIP (a) General Council shall be composed of six members from the Woman's Board of Home Missions, and one member from each of the six Woman's Boards of Foreign Missions. These members shall be appointed at the annual meetings of the constituent Boards.
(b) An alternate for each member of General Council shall likewise be appointed by each Board at its annual meeting. Such alternates may sit with the Council without the privilege of the floor.

3 PURPOSE The purpose of General Council shall be to secure a larger vision of the Mission work of presbyterian women, and to unify as far as possible the policies and methods of the Woman's Boards.

4 POWER

(a) General Council shall consider and make recommendations to the constituent Boards concerning matters of joint interest. It shall have power to act in emergencies if authorized by a two-thirds vote representing equally the Woman's Boards of Home and Foreign Missions.

(b) All items on the docket that have been considered by the Constituent Boards and received a two-thirds vote of General Council shall become actions and go into effect.

(c) General Council shall have power to consider matters not on the docket and those receiving a two-thirds vote shall be sent to the Constituent Boards as recommendations. The action of the Boards on these recommendations shall be sent as soon as possible to the Secretary of ~~the~~ General Council who shall tabulate them and send to the Constituent Boards. Such recommendations receiving a two-thirds vote shall become actions and go into effect.

(d) All matters requiring vote shall be decided by a two-thirds vote.representing equally the Woman's Boards of Home and Foreign Missions.

(e) In the intervals between meetings of General Council business shall be transacted by correspondence with the Chairman and submitted to the members of the Council. Final decision shall be reached by a two-thirds vote representing equally the Woman,s Boards of Home and Foreign Missions.

5 SECRETARIES AND STANDING COMMITTEES

(a) There shall be a Secretary for Publications, a Secretary for Westminster Guild, a Committee on Student Work and such other Committees as General Council may deem advisable.

(b) General Council shall annually elect from the membership of the Boards the Secretary for Publications, the Secretary for Westminster Guild and members of all Committees.

(c) The Secretary for Publications, the Secretary for Westminster Guild and the Chairmen of Committees shall be chosen from outside General Council, and shall, during tenure of office, be ex officio members of General Council with the privilege of the floor but without vote.

(d) Each Committee shall elect a Chairman from its own membership.

(e) At each annual meeting General Council shall elect two of its members to serve with the Chairman as a Nominating Committee. This Committee shall, after consultation with the Boards present at the next annual meeting names for the position of Secretary ~~of~~ for Publications, Secretary for Westminster Guild and members of all Committees.

The Nominating Committee shall also fill all vacancies during the year.

4 POWER

(a) General Council shall consider and make recommendations to the constituent Boards concerning matters of joint interest. It shall have power to act in emergencies if authorized by a two-thirds vote representing equally the Woman's Boards of Home and Foreign Missions.

(b) All items on the docket that have been considered by the Constituent Boards and received a two-thirds vote of General Council shall become actions and go into effect.

(c) General Council shall have power to consider matters not on the docket and those receiving a two-thirds vote shall be sent to the Constituent Boards as recommendations. The action of the Boards on these recommendations shall be sent as soon as possible to the Secretary of ~~the~~ General Council who shall tabulate them and send to the Constituent Boards. Such recommendations receiving a two-thirds vote shall become actions and go into effect.

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The Nominating Committee shall also fill all vacancies during the year.

6 DUTIES OF SECRETARIES AND STANDING COMMITTEES:

(a) The Secretary for Publications shall supervise all joint publications not referred by General Council to other Committees.

(b) The Secretary for Westminster Guild shall bring to General Council recommendations concerning Westminster Guild work from the various Boards. She shall conduct the work according to the methods approved by General Council

(c) The Committee on Student Work shall consist of eight members. It shall have charge of the presentation of Missions to young women students in schools, colleges and conferences according to the method of work approved by General Council.

7 OFFICERS

The General Council, shall annually elect a Chairman and Secretary from its own membership. No Chairman shall serve more than two consecutive terms

8 MEETINGS

General Council shall meet annually in or near New York City between May 15th and June 15th, the exact date to be decided by the Chairman and Secretary of General Council

9 DOCKET

Before April 1st each Board shall send to the Secretary of General Council all matters for consideration at the next meeting of General Council. The Secretary and Chairman shall then prepare from this correspondence a docket, a copy of which shall, together with the report of the Nominating Committee, be sent to each Board by May 1st.

10 PROXIES

Each Board not personally represented at a meeting of General Council may appoint as proxy some member of General Council

11 FINANCE

The expenses of General Council shall be borne equally by the Woman's Boards of Home and Foreign Missions; such expenses to be travel, entertainment of delegates and expenses incidental to General Council.

SMB

ACTIONS BY THE WOMAN'S BOARDS OF HOME AND FOREIGN MISSIONS ON RECOMMENDATIONS FROM THE JOINT CONFERENCE.

Chicago, November, 1915.

Young People's Work.

Recommend that joint Presbyterial Westminster Guild Secretaries be appointed as rapidly as possible.

Recommend that where there are separate societies, the nominating committee of each shall confer with the other before bringing in the name of a Presbyterial Westminster Guild Secretary.

Recommend that the closing date of the fiscal year of Westminster Guild be made uniform with that of the Presbyterial Society.

Recommend that the expense of organization blanks and literature shall be equally divided between the Woman's Board of Home Missions and the Woman's Boards of Foreign Missions.

Recommend that the expense of stationery, stamps and tours shall be borne by Synodical and Presbyterial Societies.

Recommend that we continue a separate blue enrollment card for Westminster Guild.

Recommend that we continue the use of the local blue Westminster Guild report blanks to be filled out by the local Chapter or Circle and returned to the Presbyterial or Synodical Westminster Guild Secretary, and by her to the Home and Foreign Boards.

Recommend that Westminster Guild Chapters and Circles be allowed to give as an "extra" to the work for Freedmen, provided it is understood that such gift is optional and not required of any Chapter or Circle. The largest support should always be given to the work assigned by the Woman's Boards of Home and Foreign Missions. No Chapter or Circle should assume any "extra" until the shares in regular work have been pledged.

Recommend for Synodical and Presbyterial Societies that Secretaries for Children's work shall include "Little Light Bearers" "Light Bearers" "Junior C.E." and all other organizations up to fourteen years of age outside of the Sunday School. Recommend the appointment in each Synodical and Presbyterial Society of a Secretary of Secretaries for the Young People's Societies and the Westminster Guild. Where but one organization is reported, the Secretary shall be known as the Secretary for Young People's work. Where other Secretaries are necessary, they shall bear the name of the organization they represent.

EDUCATIONAL

Recommended that all Home and Foreign Educational Secretaries bear the same title, "Secretary for Missionary Education."

Recommended that the Woman's Home and Foreign Boards approve the appointment by Synodical and Presbyterial Societies of Secretaries for Missionary Education, who shall promote both Home and Foreign Missions. (One Secretary for both)

Recommend that we so unify our work that instructions to Secretaries for Missionary Education shall apply to both Home and Foreign work.

PUBLICATIONS

Recommend that Mission Study be pushed locally from headquarters and through Presbyterial Societies.

Recommend that the Westminster Guild Bulletin be sent free only to Synodical and Presbyterial Westminster Guild Secretaries and one copy to each Chapter and Circle.

Recommend that we continue to issue Bulletin three times a year with same number of pages, and that a supplement, uniform in shape with the Bulletin, be issued in April or May containing notices of the text books for the coming year and such other notices as it may be desirable to give Chapters and Circles before September.

Recommend that the Prayer Calendar and Year Book of Prayer be made one and that in the united book the workers of the Board of Home Missions, the Woman's Board of Home Missions the six Woman's Boards of Foreign Missions, and the Board of Foreign Missions be included.

FINANCIAL

Recommend that the Contingent Fund of Local Presbyterial and Synodical Societies shall be kept entirely separate from all Missionary contributions, and shall not be deducted from the amounts given to General Fund or towards apportionments or pledges.

Recommend that all gifts for Student Work shall come through the regular channels of the Boards.

Recommend that Synodical and Presbyterial societies allow a $10.00 credit from Contingent Fund toward the travelling expense Fund of all speakers, exclusive of Student Secretaries and Foreign Missionaries. In conformity with the Assembly's Board, the Woman's Foreign Boards ask that all Missionaries receive $5.00 beyond their travelling expenses. When however this arrangement in regard to Board representatives would cause the societies to exclude a speaker of their Board from the Annual Meeting, it is recommended that the Territorial Foreign Board and Woman's Home Board make satisfactory adjustment. That when local itineraries are planned, an offering be requested, but not required. Where speakers are requested, for local meetings a charge of $5.00 be requested. It is understood that entertainment be provided. In all these financial arrangements the Boards be allowed to adapt to suit local conditions.

Financial. Continued.

Recommend that where Presbyterial Normal Study Classes or Courses are planned, the Board be granted $5.00 for providing leaders for each session of the class and that for an Interdenominational Lecture Course, $10.00 be granted for each session, and that entertainment be not required. Any change necessitated by local conditions shall be arranged by the respective Boards. No reply from New York and Philadelphia.

Recommend that all Presbyterial Societies close their books March 10th.

Recommend uniform dates for the closing of the quarters of the Presbyterial Societies, the 10th day of June, September, December and March. When Presbyterial Treasurers remit Monthly, payments should be made on the 10th of the month.

GENERAL ITEMS.

Recommend that the Boards take no active part in promoting Joint societies, but are pleasantly acquiescent in what ever may be the wish of local organizations.

Recommend the following Annual Standard of Excellence for Synodical Societies.

1. Net increase in membership.
2. Net increase in number of study classes.
3. Net increase in gifts.
4. Contributions to the Synodical Contingent Fund from each Presbytery.
5. A representation from 2/3 of the Presbyterial Societies at each Annual Synodical Meeting.
6. Net increase in subscriptions to the Books of Prayer, and Home Mission Monthly and Woman's Work.
7. A net increase in number of Young People's Societies.
8. At each Synodical meeting to have a Young People's Hour.
9. At each Synodical meeting to have a Conference on methods.
10. Each year to send at least one young people's Presbyterial Secretary to some Summer Conference.

Recommend that a plan be worked out in groups so that adjacent Synodical meetings do not come on the same day of the week, thus saving time and expense of Board speakers.

Recommend that the Woman's Board of Home Missions and the Woman's Boards of Foreign Missions agree on the same dates for sending out instructions, and plans for the new work of the Boards, such as apportionments, all young People's and study class work.

Recommend that Young People's Secretaries only shall present the work of Freedmen's Board to their constituency. Recommend that local societies designate gifts for Freedmen's Board.

Recommend that all organizations auxiliary to the Woman's Home and Foreign Mission Boards confine their interests to the work authorized by these Boards.

Recommend that the Boards unify their plans for the Extension Department, presenting its work to the Synodical Societies and pushing the policies. That there may be no misunderstanding this definition was agreed upon "The Woman's Board of Home Missions understands this action as referring to such extension work as is listed in "Shut-In" or "Home Department" and not to the work of organizing new societies."

Recommend that Field Secretaries shall organize, when so desired, Home and Foreign Societies, but in inspirational addresses they shall present the work of their own Boards, offerings to be credited to these Boards.

Recommend that the term "Special" shall be applied to any object approved by the Boards but not included in the Budget. Gifts for such objects are credited by the Boards. The matter of having "Specials" is left to the Boards.

FREEDMEN

Inasmuch as the Woman's Board of Home Missions had taken the following actions: "To develop interest in the work of the Woman's Department of the Freedmen's Board, the Woman's Board of Home Missions suggests the election of synodical and presbyterial secretaries of Freedmen, whose duty shall be to carry out plans for stimulating interest and gifts in Woman's Missionary Societies, it being distinctly understood that all such plans must be first submitted for approval to the executive committee of the respective organizations, synodical or presbyterial";

And

"Since the Woman's Board of Home Missions does not suggest the appointment of local secretaries for distinctive fields, such as Indian, Alaskan, or Porto Rican, etc. the election of secretaries of Freedmen in local societies, is not recommended";

And

"The executive relation of the Woman's Department of the Freedmen's Board requires that conferences in relation to Synodical apportionment, including all advance and extras be held between the administration officers of the Woman's Board of Home Missions and the Secretary of the Woman's Department of the Freedmen's Board";

Therefore the following recommendations were adopted at the Chicago Conference:

I. That the foregoing actions of the Woman's Executive Committee of Home Missions, and of the Woman's Board of Home Missions be re-affirmed.

II. That the approach of the Woman's Department of the Freemen's Board to the young people's societies shall be made through the young people's secretaries.

FREEDMEN Continued.

III. That the administrative officers of the Woman's Board of Home Missions and the secretary of the Woman's Department of the Freemen's Board consult on any proposed change of policy.

IV. That as the Woman's Department of the Freedmen's Board is a constituent part of the Board of Missions for Freedmen, a separate Board, local societies designate contributions for Freedmen, such gifts to be separate and distinct from contributions to the Woman's Board of Home Missions.

V. That the Woman's Board of Home Missions continues its present policy of devoting annually, one issue of its official publication, The Home Mission Monthly, to the presentation of the work among Freedmen, such issue to be without expense to the Freedmen's Board.

VI. That the Woman's Board of Home Missions shall suggest no home mission field topic for April meetings but leave that month open for the presentation of the Freedmen's work at the Board meeting and to local societies.

GENERAL COMMITTEE.

During the Conference in Chicago, there emerged so many questions regarding methods of work, that it seemed wise to recommend the appointment of a General Committee which should meet each year, whose membership should represent both the Woman's Home and Foreign Boards, and to which all the Boards could refer questions arising regarding details of the organization work. This Committee, according to the action of the Boards, will be composed of six members from the Woman's Board of Home Missions, with one member from each of the six Woman's Boards of Foreign Missions. The purpose of this Committee "shall be to secure a larger vision of the mission work of Presbyterian women and to unify as far as possible the policies and methods of the Woman's Boards."

((Details with reference to the power of this General Committee and its method of operating will be considered at its first meeting, which will probably be held in June,1916. The constructive results of the work of such a General Committee will strengthen the missionary service of the Woman's Home and Foreign Boards and furnish a bond of fellowship between them all.))

E.G.L.

Sec. for Co

MEMORANDUM OF ACTIONS TAKEN
by the
Woman's Board of Home Missions
on the
Recommendations of the Conference

Chicago, November 9, 1915.

(The following statement is given in the order of the synopsis made by Mrs. Bennett for the consideration of the Woman's Board of Home Missions. The page numbers refer to the synopsis pages where each motion may be found.)

pp.2-4 The General Committee.

Accepted as a whole, Dec. 14. One amendment made as follows: Section 5, Paragraph D, the words "such" E.G.L. as are hereinafter provided for" were stricken out.

" 5-8 Standards of Excellence.

For Local Societies. Accepted Jan. 11, with the addition to Item 8 of the words, "exclusive of Extension Department" after "membership".

For Young People's Societies. Accepted Jan. 11.

For Presbyterial Societies.

Items 1-8 accepted Jan. 11th.
Item 9. Declined.
For Item 9 the following substitute was accepted:
"At least one presbyterial young people's conference held during the year."
Item 10. Accepted after the omission of the words,
"And the conference for Young People."

For Synodical Societies. Accepted Jan. 11.
(Inquiry regarding the interpretation of "study classes" in Standards of Excellence for local societies, for presbyterial societies, for synodical societies.)

" 8 Temperance Secretaries. Accepted December 14th.

p.9 Uniform Date of Closing of Books of Presbyterial Societies March 10th.

Accepted December 14th.

(Not to go into effect until March 1907)

Uniform Dates for Closing of Quarters of Books of Presbyterial Societies.

Accepted December 14th.

Asking for Same Percentage of Increase of Gifts.

Accepted December 14th.

Notification Mutually by Home and Foreign Boards before sending out Change of Plan or Policy.

Accepted December 14th.

Uniform Dates for Home and Foreign Boards to Send Out Instructions, etc.,

Accepted December 14th.

" 10 Basis of Membership.

Chicago action same as Board action earlier which was reaffirmed December 14th.

"(b)" was amended in accordance with the recollection and notes of the representatives of the Woman's Board at Chicago, inserting in the sentence, "On the contributing membership shall be based apportionments, or pledges," the word "statistics" before "apportionments".

Joint Societies Defined.

Accepted December 14th.

"11 Promotion of Joint Societies.

Accepted December 14th.

Joint Programs.

Accepted December 14th.

Joint Publications.

Accepted December 14th.

p. 12 Even Dollars Recommendation.

Acceptance of Chicago action December 14th.

Specials Defined.

Accepted December 14th.

Extension Department.

Accepted with the addition of the following action to make clear the understanding of the Woman's Home Board regarding this motion:

"The Woman's Board of Home Missions understands this action as referring to such extension work as is listed in "Shut-in" or "Home Department" and not to the work of organizing new societies."

" 13 Field Secretaries representing Home and Foreign Boards.

Accepted November 23rd.

Speakers' Expenses.

Accepted November 23rd.

" 14 Synodical Meetings - Re-arranging of Dates to Accomodate Speakers.

Accepted December 21st.

Synodical Schedule of Dates for 1916 to be ready by January first.

Accepted December 21st.

Presbyterial Meetings - Re-arranging of Dates to Accomodate Speakers.

Accepted December 21st.

" 15 Freedom of Boards to make plans for Synodical Meetings.

Accepted December 21st.

Literature Depositories

Acceptance of Chicago action. December 21st.

Bands in Sunday Schools.

Accepted December 21st, with the insertion of the word "mission" before the word "band" in the two places where it occurs.

p. 16 Ladies' Aid Societies,

When contributing to missions, should be listed with woman's missionary societies.

Acceptance of Chicago action December 21st.

Contingent Fund.

Accepted December 21st.

" 17 Report Blanks-General.

Accepted November 23rd.

Young People's Blanks.

Accepted November 23rd.

" 18 Westminster Guild Blanks.

Accepted November 23rd.

" Consolidation of Year Book of Prayer and the Prayer Calendar.

Was essentially accepted, the following substitute motion being adopted by the Woman's Board;

> That the Prayer Calendar and Year Book of Prayer be made one and that in the united book the workers of the Board of Home Missions, the Woman's Board of Home Missions, the six Woman's Boards of Foreign Missions, and the Board of Foreign Missions be included.

" 19 The Home Mission Monthly and Woman's Work Proposed Consolidation.

Declined.

The following action was taken:

> That the Board, while looking forward to a time when the closer union of Home and Foreign Mission interests shall make it advisable to unite the two missionary magazines, feels that the time has not yet arrived for their consolidation.

" Closer correlation of monthly Home and Foreign topics.

Accepted December 21st.

p.20 Over Sea and Land

Subsidize in generous amount for five year term. Declined December 21st

Over Sea and Land

Request for Free Rental. Accepted December 21st.

pp.20-22 **Freedmen.**

~~In~~ Paragraphs "1" and "2", representing actions already taken by the Woman's Board of Home Missions, Reaffirmed December 28th.

(In "1" the first sentence should not be in quotation marks.)

The remainder of the action (from middle of page 21 to the middle of page 22) was accepted December 28th.

p. 27 Secretaries for Children.

Accepted December 28th.

Young People's Pledge Blanks, Accepted December 28,

With the insertion of the word "mission" before the words "pledge blanks" ~~in the two places~~ where ~~it~~ they occur.

" 28 Joint C.E. Programs .

Accepted December 28th.

Young People's Joint Publications.

Accepted December 28th.

Recommendations regarding packets of helps for C.E. Societies.

Declined December 28th.

pp.28-30 Request Presented in Form of a Question Regarding Problems upon Current Mission Study Book or Books for Young People's Societies.

No Action.— December 28th.

(E.G.L.'s memorandum indicates that it was deferred
for consideration until Mrs. Gildersleeve'could be
present.)

Regarding Bd. of Pub. & S.S. Work & summer schools:

pp.30-31 The Woman's Board voted "a continuance of the policy already existing", which is the equivalent of the matter as agreed upon at Chicago.

p.32 Gifts for Student Work.

Accepted January 11th.

Expenses of Philadelphia Member of Joint Committee on Student Work.

Accepted with the understanding that for "Philadelphia" might be substituted the word "any".

Student Secretaries in Evangelistic Campaigns.

Accepted Jan. 11, after amendment making the motion read:

"That our Student Secretaries shall not engage in evangelistic camapigns except on the unanimous decision of the committee." and with the understanding that the evangelistic campaigns under consideration were those held in colleges.

Student Follow-up Work.

Accepted January 11th.

(With attention to grammar respectfully suggested. E.G.L.)

Board Student Secretary.

Accepted Jan. 11, with the understanding that the Home Board, or such agencies as the Home Board may have to do the same service, can be included later if desired in this action, which relates now only to the Woman's Foreign Boards.

p.33 Board Student Secretary Reports.

Accepted, with the understanding as in previous action, January 11th.

pp.33-35 Westminster Guild.

Accepted January 11th.

Four National Standards of Excellence were prepared and accepted by the full conference and are hereby referred to the Boards for acceptance by the Boards.

An annual

MOTION I. Standard of Excellence for Local Societies.

1. An increase in membership.
2. Home and Foreign Mission study classes.
3. Increasing gifts.
4. All apportionments or pledges paid in full in prompt monthly or quarterly payments (not later than the 10th of the month) to the Presbyterial treasurer.
5. One dollar to each of the emergency funds of the Woman's Home and Foreign Boards, and a gift to the Presbyterial Contingent Funds.
6. A responsibility for the organization or nurture of at least one society for Young People or children.
7. At least one Praise or Thank offering service. annually
8. An average attendance at regular meetings equal to at least two-thirds of the contributing membership.
9. The Presbyterian Woman's Missionary Book of Prayer in the hands of at least two-thirds of the contributing membership?
10. Subscription to Home Mission Monthly or Woman's Work equal to at least one-half of the contributing membership.

It was moved that this Standard of Excellence be adopted as a whole. Seconded and carried.

Bartlett

ITEMS LOST.

Young People's Work.

10. W. M. G. Chapters propose age limit 18 to 30 years - membership not to exceed 10 years. Was lost.

15. Field secretaries permitted to engage in evangelistic campaigns so amended that it is not ratified.

16. Standard of Excellence so modified as to fail of ratification.

Educational.

1. Mrs. Noble C. King's full statement.

6. "the cat" (E.G.L. does not understand why it is so marked by Mrs. Bennett. Will write later after after opportunity to talk with Mrs. Bennett.)

Publications.

2. Carbon copies of joint publications be submitted to both H. & F. Boards. If no answer be returned in three weeks that Board considered as voting in the negative.

3. Five years subsidize of Over Sea and Land.

8. Packets of helps to be prepared annually by Womans'Boards of Missions for use of C.E. Societies in carrying out monthly missionary programs suggested by Woman's Boards and based on topics offered by U.S. Socy. C.E., local C.E. Societies be permitted to secure such helps by annual payment of certain sum (for example fifty cents or a dollar)) to the W. B. H. M. and to the Territorial Woman's Board of Foreign Missions. Such packets to be sent out from respective Board officers one month in advance of dates needed.

13. Consolidation of Home Mission Monthly and Woman's Work.

Financial.

4. Recommendation that all Boards ask for the same per cent of increase of gifts. Ratified, but New York says "no" Recommendation therefore lost.

General Information.

2. Definition of joint societies - synodical, presbyerial or local as agreed upon at Chicago Conference require one president, "and as many other officers as may be necessary for the presentation of the departments of work incident to relationship with the Woman's Board of Home Missions, the Woman's Department of the Freedmen's Board, and the Territorial Woman's Board of Foreign Missions. " New York Board requires two treasurers.

mendation therefore lost.

3. Basis of membership.

This was agreed upon by all except New York. It is our own and you will therefore want it in full.

(a) General membership shall be established on any standard agreeable to the local organization.

(b) Contributing membership shall include all who regularly contribute to the Woman's Board of Home Missions, or the Territorial Woman's Board of Foreign Missions through the local organization. On the contributing membership shall be based apportionments or pledges.

4-b Presbyterial Standard of Excellence:

1. Net increase in membership.
2. Net increase in study classes.
3. Net increase in gifts.
4. All apportionments or pledges paid in full in prompt quarterly or monthly payments not later than the 15th of the month to the Board Treasurers.
5. $1.00 to each of the Emergency Funds of the Woman's Home and Foreign Boards from each Woman's local society and the Presbyterial and Synodical Contingent Fund paid.
6. A representation from 2/3 of the local societies at each annual meeting of the Presbyterial Society.
7. A net increase in subscriptions to the Presbyterian Woman's Missionary Book of Prayer, The Home Mission Monthly and Woman's Work.
8. Two-thirds of the local societies attaining at least eight points of the local standard of excellence.
9. When two officers are sent to meetings, to either send or assist in sending a young people's secretary as one of them.
10. At each Presbyterial Meeting to have prayer for its representatives on the fields and to hold a conference for young people.

4-c Local Standard of Excellence.

1. Increase in membership.
2. Home and Foreign Mission Study Classes.
3. Increasing gifts.
4. All apportionments or pledges paid in full in prompt monthly or quarterly payments (not later than the 10th of the MONTH)to the Presbyterial Treasurer.
5. One dollar to each of the emergency funds of the Woman's Home and Foreign Boards, and a gift to the Presbyterial Contingent Funds.
6. A responsibility for the organization or nurture of at least one society for young people or children.
7. At least one Praise or Thank Offering service.
8. An average attendance at regular meetings equal to atbleast two-thirds of the contributing membership.
9. The Presbyterian Woman's Missionary Book of Prayer in the hands of at least two-thirds of the contributing membership.
10. Subscription to Home Mission Monthly or Woman's Work equal to at least one-half the contributing membership.

14. General Committee.

The general statement as agreed upon at Chicago modified by New York Board - therefore lost.

Power of committee as agreed upon at Chicago modified by New York Board - therefore lost.

Membership of sub- committeesas agreed upon at Chicago modified by New York Board - therefore lost.

Relation of sub-committees to general committes modified by New York Board - therefore lost.

Time and place of meeting modified by New York Board - therefore lost.

Docket details modified by New York Board - therefore lost.

MEMORANDUM FOR MRS. GILDERSLEEVE

REAGRDING RESULTS OF CHICAGO CONFERENCE.

ITEMS RATIFIED.

Young People's Work.

#1. Postponing of W.G.Council Meeting until further notice, pending possible new method of administration, the Council with present officers and policies to hold over for further action.

2. Joint Presbyterial W.G.Secs advocated as rapidly as possible.

3. Where there are separate societies the nominating committee of each shall confer with the other before bringing in the name of Presbyl.W.G.Secy.

4. W.G. closing date uniform with that of Presbyl Secy.

5. Expense of W.G. organization blanks and literature equally divided between W.B.H.M. & W.B.F.M.

#6. W.G. expense of stationery, stamps and tours to be borne by Synodical and Presbyl. Societies.

#7. Name of Secy. shall not be printed on W.G.stationery. Whenever necessary to use name of secy. she should be designated as W.G.Secy for Home Missions or for Foreign Missions. Joint literature not to bear imprint of any Board.

8. Separate blue enrolment card for W.G.

9. Local W.G. blue report blanks to be filled out by local chapter or circle and returned to local presbyl or synodical W.G.Secy and by her to Home and Foreign Boards.

11. W.G.Chapters and Circles are to be allowed to give as an "extra" to Freedmen if they wish - no such "extra" to be assumed until hsares in regular work have been paid.

12. Synodical and Presbyl societies for children's work shall include L.L.B. L.B. Junior C.E. and all other organizations up to fourteen years outside of S.S.

Appointment recommended in each Synodical and Presbyl. Society of a secy. or Secy. of Secs. for Y.P. Sosieties and W.G.. Where one organization only has reported the Secy. shall be known as Secy. for Y.P. Work. Where other Secys. are necessary they are to bear the name of the organization they represent.

#14. Uniform pledge blank for Y.P. Societies. H. & F. blanks to be sent at same time.

#17. Field student secys. send annually to student Secy. of proper representative of H. & F. Boards in proper districts list of alumnae in respective territory of each. These local representatives to get into touch with the individual girl. If at six months the local secy. fails to do the work committed to her the joint Com. on Student Work shall

communicate with those on alumnae list provided previous notice has been sent to the Board.
Recommend Board Student Secy. make quarterly reports to Joint Com. and also notify the Committee when the girl is placed.

#18. Recommend Boards of H. & F. Missions express desire to cooperate with Y.P. Work Dep't Philadelphia. And in summer conferences cooperation is recommended (1) In forming Programs
(2) In choice of leaders for classes in mission study and missionary methods.
(3) In advertising conferences.

EDUCATIONAL.

1. All H. & F. Educational secretaries bear same title "Secretary for Missionary Education."

3. Joint secys. for missionary education for synodical and presbyterial societies.

4. Instructions to secys. for missionary education shall apply to both H. & F. work.

5. Mission study be pushed locally from headquarters and through presbyl. secys. also.

PUBLICATIONS.

#1. Acceptance of report blanks sent out by Philadelphia Board with the changes specified.

#4. Over Sea and Land petition to H. & F. Boards granted free office space at 156.

#5. Joint C. E. programs.

#6. Joint publication for Y.P. including programs for young women's societies and a book of instructions for Presbyl. Y.P. Secys where necessary.

#7. Joint programs for Woman's Societies.

9. No special packets of helps for W.G. but packets for regular mission study specially adapted to the Guild.

10. W.G.Bulletin sent free only to Synodical & Presbyl. W.G.Secys. and one copy to each Chapter and Circle.

#11. Continue issue of W.G.Bulletin three times a year - supplement uniform in shape containing notice containing notices of text books and such other notices as it may be desirable to give to Chapters and Circles before September.

#12. Union of Year Book of Prayer and Prayer Calendar.

FINANCIAL.

1. Contingent Fund of Local Presbyterial and Synodical Societies shall be kept entirely separate from all missionary contributions and shall not be deducted from amounts given to General Fund or towards apportionments or pledges.

2. All gifts for student work shall come through regular channels of the Boards.

#3. Joint Committee on Student Work meetings in New York. Expenses of member of Philadelphia Board who represents the Foreign Boards on that Committee shall be taken from share of the Budget prorated among the Foreign Boards.

5. Syhodical and Presbyl. Societies allowed a $10.- credit from Contingent Fund toward traveling expenses of all speakers, exclusive of Student Secs. and Foreign missionaries. Foreign Boards ask all missionaries receive $5.- beyond traveling expenses. Both H. & F. Boards make financial adjustment in sections where regular charge would cause societies to exclude speaker of their Board from the Annual Meeting. In local itineraries an offering be requested but not required. Where speakers are requested for local meetings a charge of $5.- - all entertainment provided. "In all these financial arrangements the Boards be allowed to adapt to suit local conditions.

6. For presbyl. normal study classes or courses the Board be granted $5.- for providing leaders for each session of the class. For an interdenominational lecture course $10.- be granted for each session and that entertainment be not required. "Any change necessitated by local conditions shall be arranged by the respective Boards."

7. All presbyl. societies close books March tenth.

8. Uniform dates for closing of quarters of presbyl. societies, 10th day of June, Sept., Dec., and March. When monthly remittances, payments should be made the tenth.

GENERAL INFORMATION.

1. Boards be pleasantly acquiescent in regard to joint societies but take no active part.

4-a Synodical Standard of Excellence as follows:

1. Net increase in membership.
2. Net increase in humber of study classes.
3. Net increase in gifts.
4. Contributions to the Synodical Contingent Fund from each Presby.
5. A representation from 2/3 of the Presbyterial Societies at each Annual Synodical Meeting.
6. Net increase in subscriptions to Presbyterian Books of Prayer, Home Mission Monthly and Woman's Work.
7. A net increase in number of Young People's Societies.
8. At each Synodical Meeting to have a Young People's Hour.
9. At each Synodical Meeting to have a Conference on Methods.
10. Each year to send at least one young people's Presbyl. Secy. to some summer conference. It was moved to adopt this Standard as a whole.

5. Synodical societies that meet separate from Synod coperate with H. & F. Boards in arranging dates tonaccomodate Board speakers - such dates to be arranged the previous year. Wherever possible Synodical Presidents to arrange consecutive meetings of Presbyl. Societies.

6. Work out plans providing adjacent synodical meetings on same day of week thus saving time and expense of Board speakers.

7. W.B.H.M. and W. F. Boards agree on same dates for sending out instructions and plans for new work, such as apportionments, all young people's and study class work.

#8. W.B.H.M. and W.B.F.M. agree to notify each other before sending to presbyl. or synodical officers any suggested change of plan or policy in regard to any part of the work.

9. "Y.P.Secys only shall present the work of the Freedmen's Board to their constituency" Recommend that local societies gifts for Freedmen's Board.

10. Recommend all organizations auxiliary to Woman's H & F mission Boards confine their interests to the work authorized by these Boards. (This is in reply to request concerning Temperance Secys)

11. Board unify plans for extension department, presenting its work to synodical societies and pushing its policies.

(The W.B.H.M. understands this action as referring to such extension work as is listed in "Shut-In" or "Home Department" and not to the work of organizing new societies.)

Regarding this Mrs. Bennett's letter to the Presidents of the several Boards said "if the understanding of the Foreign Boards is the same as that of the Home Board this stands." E.G.L. does not know what replies have come regarding it. The matter may be modified or possibly lost. Will send further information as soon as it is available.

12. Field secretaries when desired shall organize H. & F. Societies, but in inspirational addresses they shall present the work of their own Boards, offerings to be so credited.

13. "'special' shall be applied to any object approved by the Boards but not included in the Budget. Gifts for such objects are credited by the Boards. The matter of having 'specials' is left to the Boards."

General Items.

#14. GENERAL COMMITTEE.

I. There shall be a body representing the Woman's Board of Home Missions and the six Woman's Board of Foreign Missions. This body to be known as the General Committee. New York changes to read, "There shall be a deliberative and advisory body representing the Woman's Boards of Home Missions and the six Women's Boards of Foreign Missions. This body to be known as the General Committee of the Women's Boards of Missions of the Presbyterian Church, U.S.A."
Occidental says, - "Instead of General Committee would suggest General Council."

II. Membership.

(a) This General Committee shall be composed of six members from the Woman's Board of Home Missions, and one member from each of the six Woman's Boards of Foreign Missions. These members shall be appointed at the annual meetings of the constituent Boards.

(b) An alternate for each member of the General Committee shall likewise be appointed by each Board at its annual meeting.

III. Purpose.

The purpose of the General Committee shall be to secure a larger vision of the mission work of Presbyterian Women, and to unify as far as possible the policies and methods of the Woman's Boards.

V. Sub-Committees.

(a) There shall be the following sub-committees- viz., Publications, Student Work, Westminster Guild, and such others as the General Committee may deem advisable.

(c) The designated Boards shall appoint their members at the time of their annual meetings and report the names to the Secretary of General Committee by May 15th.

(e) Each committee shall elect a chairman from its own membership.

VI. Duties of Sub-Committees.

(a) The sub-committee on Publications shall consist of four members. It shall supervise all joint publications not referred by the General Committee to other committees.

(b) The sub-committee on Student Work shall consist of eight members. It shall have charge of the presentation of missions to young women students in schools, colleges and conferences.

(c) The sub-committee of Westminster Guild shall consist of six members. It shall have general supervision over all work assigned to Westminster Guild by the Boards. Phila., says,- "The W.G. Committee shall recommend through the General Council the yearly programs of W.G. activities (study, giving, etc.) it shall be responsible for all national helps, blanks, announcements, etc. It shall consider or originate policies and plans of W.G. administration, New York same as above, except "consider and originate."

(d) These committees shall conduct their work as outlined by the General Committee in accordance with regulations and policies established by the Boards.

VII. Officers.

The General committee shall annually elect a Chairman and Secretary from its own membership. No chairman shall serve more than three consecutive terms. New York says,- "shall elect at each meeting."

IX. Before April 15th each Board shall send to the Secretary of General Committee all matters for consideration at the next meeting of the General Com. The Secretary and Chairman shall then prepare from this correspondence a docket, a copy of which shall be sent to each Board by May 1st.

Other items whose omission is indicated by omission of numbers or letters above, under General Committee were lost; as noted under the list "lost".

(Approved except those marked"lost".)